BUSINESS BUDGET

Total income Total expenses Income less expenses:	ACTUAL	BUDGETED	OVER BUDGET	UNDER BUDGET UNDER BUDGET	NOTES	
Total expenses Income less expenses: INCOME DETAILS Sales Interest earned Fees Commissions Rent	ACTUAL	BUDGETED	OVER BUDGET	UNDER BUDGET	NOTES	
Income less expenses: INCOME DETAILS Sales Interest earned Fees Commissions Rent	ACTUAL	BUDGETED	OVER BUDGET	UNDER BUDGET	NOTES	
INCOME DETAILS Sales Interest earned Fees Commissions Rent	ACTUAL	BUDGETED	OVER BUDGET	UNDER BUDGET	NOTES	
Sales Interest earned Fees Commissions Rent	ACTUAL.	BODOLIED	OVER BODGET	ONDER BODGET	NOTES	
Interest earned Fees Commissions Rent						
Fees Commissions Rent						
Commissions Rent						
Rent						
Other						
Total in come.						
Total income:	AOTHAL	DUDGETED	OVER BURGET	LINDED DUDGET	NOTES	
EXPENSE DETAILS	ACTUAL	BUDGETED	OVER BUDGET	UNDER BUDGET	NOTES	
SELLING						
Salaries and wages						
Commissions						
Advertising						
Delivery						
Shipping						
Travel						
Other						
Total sales expenses:						
Percent of total:						
ADMINISTRATIVE						
Salaries and wages						
Employee benefits						
Payroll taxes						
Insurance						
Loans						
Office supplies						
Travel & entertainment						
Postage						
Furnishings						
Contributions						
Dues						
Other						
Total admin. expenses:						
Percent of total:						
SERVICE & EQUIPMENT						
Accounting						
Legal						
Utilities						
Telephone						
Equipment purchases						
Rent & maintenance						
Other						
Total S&E expenses:						
Percent of total:						